

Members Present: Sloan, Kent, Petty

Absent:

Others Present: Mayor Nelson, Adm. Bradley, Clerk Zeman, J. Ostrander, K. Stieve, L. Laux

Call to Order –Ald. Sloan called the meeting to order at 6:00p.m. noting compliance with the Open Meeting Law. Moved by Petty, seconded by Kent to approve the minutes of October 12, 2021. Motion carried unanimously. Moved by Petty, seconded by Kent to approve the agenda and carried unanimously.

Action Items

- a) **Accounts Payable** – Moved by Kent, seconded by Petty to recommend to Council for approval of the accounts payable for **\$683,189.18**. Motion carried unanimously.
- b) **Warning System Agreement** – Fire Chief K. Stieve noted that there are 5 warning sirens located within the city that require annual maintenance. This 5-year agreement would allow the rate to remain fixed at \$400/siren. Moved by Petty, seconded by Kent to recommend to Council for approval of the agreement for the Warning System Annual Inspection and Preventative Maintenance with Emergency Communication Systems. Motion carried unanimously.
- c) **Alma Waite Funds Request** – J. Ostrander informed the committee that \$11,058 is available for 2022. The City has received 3 applications requesting the use of Alma Waite funds. The committee reviewed the applications and a motion was made by Petty, seconded by Kent to approve the following disbursement of the 2022 Alma Waite Funds: City of Baraboo Parks & Recreation, Oak Street Overlook, of \$6,000, Friends of Baraboo Park Challenge of \$1,500 and Baraboo Concerts on the Square of \$3,558. Motion carried unanimously.
- d) **Fire Dept. Purchase** – Fire Chief K. Stieve explained that Tender 8 is a mobile water supply apparatus that is scheduled to be replaced in 2022. The \$400,000 is budgeted in the 2022 fire department capital budget and those funds are readily available. He received prices from two manufacturers, Pierce Manufacturing and Marion Body Works. Both manufacturers were in the ballpark for price; however, Marion Body Works has offered to hold prices steady if we sign a contract by the end of this month. No payment is due until after January 1, 2022. Moved by Petty, seconded by Kent to recommend to Council authorizing Fire Chief Stieve to expend up to \$400,000 on a Freightliner/Marion Mobile Water Supply Apparatus (Tender). Motion carried unanimously.
- e) **COVID-19 Policy** – Adm. Bradley explained that the original policy did not include any exemptions. With sports moving indoors for the winter, amending the policy allows the City Administrator to grant exceptions to the mask wearing, as requested by the groups, for recreational or athletic activities using City-owned buildings. Ald. Sloan recommends removal of the language “specific persons”. Moved by Petty, seconded by Kent to recommend to Council for approval the revisions to the City’s COVID-19 Policy regarding recreation programs with the modification to strike the language “specific persons”. Motion carried unanimously.
- f) **Employee Flex Plan** – B. Zeman explained the City employees have been offered a flexible spending plan since 2003. A group of city staff reviewed 5 different firms that offer these services. Across the board, most firms offered similar services which lead the decision to price. HealthEquity has offered us the service with no annual fee, a \$3.85 per participant per month fee, and a \$250 implementation fee. Moved by Kent, seconded by Petty to recommend to Council to approve the agreement with HealthEquity for administration of the Flexible spending Plan. Motion carried unanimously.
- g) **Budget Amendments**- The Committee reviewed the 3rd Qtr. 2021 budget amendments. City staff will review the procedures and policies regarding the approval of budget amendments. Moved by

Kent, seconded by Petty to recommend the budget amendments to Council for action. Motion carried unanimously.

Informational Items

- a. Moody's Investor Service Annual Comment on Baraboo:
 - a. Remains at a Aa3 rating
 - b. Finance, cash balance is really strong
 - c. Slightly below US median for household income
 - d. Our adjustment with our net pension liability to operational revenues is favorable but slightly under the US median. Our debt service is not over what we should be but compared to other communities of our size our debt strain is high.
- b. Baraboo Transit 3rd Qtr. Report
- c. 3rd Qtr. 2021 City Financial Statements
- d. 2022 Budget Discussion

Adjournment – Moved by Kent, seconded by Petty and carried to adjourn at 6:56pm.

Brenda Zeman, City Clerk